



EXECUTIVE DIRECTOR REPORT 2015 AGM - NOVEMBER 19, 2015

During the reporting period there were two Interim Executive Directors in place, while AO conducted the search for its new Executive Director, to manage AO's operational areas: programs, human resources, financial management, governance, and partnerships.

I. Issues/Areas of Concern

The following are some areas of concern/issues which need to be resolved in order to improve AO policies, procedures, member services or reduce risk.

- AO was able to sort out sanctioning issue with AC regarding road races in Ontario but the AC Road Running Program continues to provide direct insurance competition for AO and other provinces.
- While provincial championship meets are striving to deliver consistent high level competitions, AO sanctioned meets continue to face criticism for their quality and delivery. AO needs to examine this policy closely and establish minimum standards for sanctions that support AO's competition goals.
- Championship meet (race) seeding issues need to be addressed to determine whether Trackie or another process can be used to seed races automatically with specific performance parameters.

II. Outcome(s)

Below are items which were accomplished/completed or pending completion.

Accomplishments

- The Sports Alliance Ontario (SAO) provided centralized services to more than 45 sports and recreational groups at 3 Concorde Gate. With the collapse of the SAO in March, AO went through some unexpected upheaval with respect to its lease agreement, staff health benefits program, printing and mail services, telephone and internet systems, and many other building support services.
- The following staff positions or contract roles were managed during this period:
 - i. **Mehrunnisa Kharodia** joined the AO team in March as our new Office Assistant
 - ii. **Jim Catton** was hired in the new role of RJTW Coordinator in April
 - iii. **Mike Turner** was worked on a part-time contract for the AO Website in July and as the Road Running Coordinator in August
 - iv. **Sarah Miller** was contracted in July, on a part-time basis, as our Media Relations Specialist
 - v. **Randolph Farjardo** joined the AO team in September as Manager, Competition, Technical Specification & Logistics
 - vi. **Sue Wise** rejoined the team in September as Manager, High Performance until March 31, 2017
 - vii. **Katie Ozolins** joined the AO team on October 19, as the new Executive Director



I'd like to acknowledge the efforts of the HR Committee who spent many, many, many hours reviewing resumes and screening candidates for recommendation to the various interview panels and AO Board.

- On July 5th the AO website underwent a facelift to accommodate the push to social media use. The previous site was mirrored and transferred to a new (social media) theme, that allow for use on mobile browsers, better integration with various social media platforms, and more tools (i.e., to showcase our athletes – videos, picture gallery, etc.). More work is scheduled for the site in the coming months.
- Access to Pan Am training facilities during the Games was secured with the assistance of the University of Toronto. An agreement was negotiated with TO2015 for 64+ AO members to continue training for Nationals, World Youth, Pan Am Juniors, and the World Championships at the Birchmount facility.
- AO hosted a Track & Field Day on July 22nd during the Pan Am Games and launched the Athletics Ontario RJTW Program with over 150 kids in attendance.
- The AO operational plan is nearing completion. Staff are working on developing separate project budgets, as part of the plan, to ensure better accountability for these funds.

Goals Not Yet Met

- Establish a sustainable and effective communication program for the association that can be expanded into a larger program with additional revenue
- Recommend new registration categories and/or fees to the Board and membership
- Implement a performance appraisal and professional development program for staff

III. Near-Term Plans

Below are next quarter actions and plans, as well as what will count as success.

- Complete separate program/project budgets, as part of the operational plan, to ensure better accountability for these funds
- Finalize and deliver the operational plan, with associated costs for next 30 months to the Board
- Develop an AO Annual Report structure and utilize standard quarterly staff reports to feed into this template